

AGENDA ITEM

54-112 MARCH 2017

DATE: February 14, 2017

TO: Members, Board of Trustees

FROM: Staff

SUBJECT: Report of Action Taken - Reduction in Force (RIF)

EXECUTIVE SUMMARY

On January 16, 2017 the Board Executive Committee was asked to approve on behalf of the Board of Trustees a not to exceed budget of \$3 million for the Reduction in Force (RIF) program initiated in December, 2016.

BACKGROUND

In light of the reduced funding level available to the State Bar for budget year 2017, advancing discussions regarding the separation of the Sections of the State Bar, as well as interest expressed by a large number of staff, the Bar launched a RIF program on December 2, 2016. Regular staff were given a December 16 deadline to submit an indication of interest in program participation. Staff on leave was given a deadline of December 30, 2016. As of December 30, 2016, 60 staff members had expressed interest in program participation.

On January 6, 2017, the program was re-opened for a one-week period to allow staff who had inadvertently missed the deadline over the holiday period to apply. As of January 12, 2017, 9 additional staff had applied pursuant to the reopener. The anticipated separation date for staff leaving the Bar pursuant to the RIF program is March 31, 2017.

On January 16, 2017 Staff recommended to the Executive Committee that all applications for program participation be approved. Staff also recommended the following:

- All impacted positions in the Office of the Chief Trial Counsel be replaced by backfill hiring;
- A limited number of other General Fund supported positions be replaced
- No Sections Fund supported positions be replaced; and
- All other non-General Fund supported positions be replaced (or not) at the discretion of the Senior Executive with responsibility for the respective implicated budget.

Upon staff's recommendation the Executive Committee, on behalf of the Board of Trustees, approved the following resolution:

RESOLVED, that the Board Executive Committee, on behalf of the Board of Trustees, approves a not to exceed budget for the Reduction in Force program of \$3 million and authorizes staff to proceed with final implementation.